

TIPTREE PARISH COUNCIL
MINUTES OF AMENITIES COMMITTEE MEETING

A meeting of the Amenities Committee took place on Monday 18th November 2019 at 7.00pm in The Meeting Room, Community Centre, Caxton Close

Present Cllrs: Cllr D Webb (Chairman) Cllr R Mannion (Vice Chairman)
 Cllr N Anderson Cllr J Greenwood
 Cllr D Coe

Also in attendance – One member of the public and the Clerk of the Council

- 338/19 Apologies for Absence – There were apologies for absence from Cllrs: A Lawrence and B Wood.
- 339/19 Declarations of Interest – There were no declarations of interest.
- 340/19 Tiptree Heath – Report of Community Warden
Mrs J Pinch, the Tiptree Heath Community Warden provided apologies for not attending the meeting, and stated that she had a “no report for the meeting”.
- 341/19 Public Questions
There were no questions from the member of the public present.
- 342/19 Minutes of Meeting – 21st October 2019
The minutes had previously been approved by Council and were signed as a correct record by Cllr Mrs D Webb.
- 343/19 Budget for 2020/21
The clerk described the format of the draft budget, and the Amenities Chairman then spent some talking through individual line items of interest, highlighting where funds were Earmarked, or budget had shifted (Donation to Grants). Cllr Mannion wanted to clarify that budgeted put forward by the Amenities Committee were subjected to fine tuning at the Policy and Finance meeting when the overall budget was considered.
It was then properly proposed, seconded and unanimously **RESOLVED that Amenities Budget be presented to council for approval.**
- 344/19 Grove Road Playing Field:
1. Workshop re-build: An update was provided by the clerk, reflecting the stoppage of work after demolition of the old building. Building Control required site of the revised architectural drawings before new build could commence. Committee then proposed, seconded and **RESOLVED that the clerk call the builder for an expected start date of building works.**
2. Village Caretaker: The clerk provided an update on gate opener/closer role. The role had been approved by Council, but had not captured either the title for the new operative, or all the expected work requirements. In order to capture these elements correctly, the role of Village Caretaker was proposed and seconded. **RESOLVED** that the role of Village Caretaker be advertised for 12 hours per week. Role to include gate opening/closing for both Caxton Close and Grove PF, Litter picking and toilet cleaning of the Grove PF public facility when it comes online.

345/19 Grove Lake

1. Scouts Seat Replacement - Cllr D Webb referred to an email provided by the Scouts, which placed full replacement capability with Tiptree Parish Council (TPC). The committee have no budget for bench replacement and therefore it was proposed, seconded and **RESOLVED that a new budget line item be introduced for street furniture.**
2. Pond Path Survey –Cllr D Webb referred to the email from Colchester Borough Council (CBC), where a survey could be carried out under CBC rates. This had been agreed by P&F. **It was therefore RESOLVED that the Clerk be asked to follow up with CBC to commence the survey.**

346/19 Memorial Garden

1. Opening of the Memorial Garden – Cllr R Mannion reported on the site meeting held with the URC over the disputed boundary. The verbal agreement from URC (provided at the meeting) that the boundary dispute was not an issue has yet to be followed up with written notification. It was unanimously agreed to RESOLVE that the Memorial Garden be opened on March 7th 2020.
2. Record Keeping update –Cllr D Webb discussed the cost of the Burial Record log. As there is no requirement to log the interment of ashes, the book would be specially purposed, and cost in excess of £300. Further, the complication of providing two separate fee structure for the interment of ashes dependent upon village residency) was discussed and found to be potentially problematic. It was therefore unanimously **RESOLVED that the ashes interment register be maintained digitally via Excel spreadsheet, and that TPC provide a ubiquitous fee for scattering/interment of ashes.** Councillors further discussed displaying this price list, for which a noticeboard would be required inside the Memorial walls.

347/19 Colchester Woodland Project

Cllr D Webb discussed the email from CBC on their Woodland project. Whilst lauding the attempt to offset Carbon emissions, concern about the trees (size/age) for planting was expressed. It was therefore **RESOLVED that the Clerk contact CBC to determine whether the trees would be “whips” or of sufficient maturity to survive the effects of open planting / youth interaction.**

348/19 Planters

Cllr D Webb stated that none of the budgeted spend for Tiptree in Bloom had been spent to date, as Perrywood Nurseries had once again not only donated flowers twice per year for the planters, but also provided the manpower to bed all the plants. It was **RESOLVED that the Parish Council write a letter of thanks to Hannah at Perrywoods nurseries.**

349/19 Park Lane Nature Reserve

Report on site meeting held 29th October 2019: Cllr D Webb reported that a site meeting on the maintenance was held, and that a number of trees had been marked for thinning (to enable better growth). It was suggested that a large area of blackthorn at the base of the Nature Reserve might benefit from the more aggressive management of mulching. It was agreed to follow up this suggestion. **It was RESOLVED to receive and note the report.**

350/19 Financial Comparison

A financial report from the RBS Financial software was not available for circulation. The clerk reported that this would be available at the next meeting.

There being no other business the meeting closed at 8.37pm

Signed.....*D.M. Webb*.....Date.....*16. 12. 19.*.....